

# NYCAUTISM

## CHARTER SCHOOLS

### Board Meeting Minutes

March 15<sup>th</sup>, 2021 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, March 15<sup>th</sup>, 2021  
Via Video Conference

#### Attending Trustees:

Alysia Steinmann  
Ashley Garrett  
Alvin Shih  
Ben Hartman  
Carol Santiago  
Christine Sandler  
Elaine Florio  
Hannah Hoch  
Ilene Lainer  
Mark Saretsky  
Naeema Livingston

#### Absent Trustees:

Mitchel Baum  
Paul O'Neill

#### Attendees at the Invitation of the Board:

Julie Fisher, Executive Director  
Tiffney Jones, Director of Finance  
Christina Secharan, Operations Manager

#### **1. Call to order**

**Action:** Ms. Garrett called the NYCACS general meeting to order at 5:04pm.

#### **2. Board Business**

##### **a. Minutes from Board Meeting 02-08-2021**

- At 5:05pm the minutes of the February 8<sup>th</sup>, 2021 Board meeting were reviewed.  
**Action:** Mr. Hartman motioned to approve the February 8<sup>th</sup>, 2021 minutes. Ms. Saretsky seconded the motion in which the Board voted, and they were unanimously approved.

#### **3. Committee Updates**

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### **a. Operations Committee**

- **PEO and Future Considerations**

i. At 5:06pm Ms. Fisher provided an overview of the acquisition of Little Bird by TriNet and the subsequent transition process. Resulting difficulties have led the school to research new PEO options for the future. Information gleaned from this research will be presented at future meetings.

- **Parent and Personnel Manual Review Plan**

i. At 5:21pm Ms. Fisher informed the Board that the Board Secretary, Ashley Garrett, reviewed the Parent Manual and it has now been sent to the Operations Committee for the second review. Once the Parent Manual has completed the review process Ms. Garrett will start to process of reviewing the Personnel Manual.

### **b. Finance Committee**

- **FY2021 YTD (January) Financials and FY2021 Year End Forecast**

i. At 5:22pm Ms. Jones provided an update on the year to date financials for January. Both schools are doing better than budgeted due to conservative budgeting of title grants as well as savings on personnel salaries. There is overspending in certain categories due to COVID-19 such as PPE and COVID-19 weekly testing. Given the savings outlined, the projected Year End Forecast is better than budgeted.

### **c. Governance Committee**

- **May Retreat**

i. At 5:34pm Ms. Fisher proposed that the Board Retreat be held during the May Board meeting at which school leaders will present. Julie will send a poll to all Trustees to determine a date and time for a separate, in-person gathering to celebrate our accomplishments this year.

## **4. COVID19-Related Items**

### **a. Staff and Student Update**

- **COVID Occurrences, Protocols, and Trends**

i. At 5:37pm Ms. Fisher informed the Board that there have been no new occurrences of any COVID-19 cases for NYCACS staff or students.

### **b. Testing Update -DOE**

i. At 5:38pm Ms. Fisher informed the Board that two or more positive cases will trigger a building wide shut down and due to DOE testing of public schools, the Bronx school has experienced a large number of shutdowns. None of the cases were related to anyone within the NYCACS Bronx community.

### **c. Vaccine Survey**

- At 5:43pm Ms. Fisher provided an update on staff vaccination. The East Harlem school staff has a high vaccination rate with the Bronx school a bit little lower.

### **d. DEI Workshop Re-Boot**

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- At 5:49pm Ms. Fisher updated the Board that the DEI workshop will be postponed to August.

### e. Travel Stipend

- At 5:50pm Ms. Fisher discussed when the roll back of the travel stipend might occur.

## 5. Executive Session

### a. Sensitive Family and Staffing Issues

- **Action:** At 5:54pm Ms. Garrett motioned to move the meeting into Executive Session to discuss a sensitive family and staffing issue. Mr. Saretsky seconded the motion in which the Board voted unanimously and the meeting was moved into Executive Session.
- **Acton:** At 6:17pm Mr. Hartman motioned to move the meeting out of Executive Session. Ms. Sandler seconded the motion in which the Board voted unanimously and the meeting was moved out of Executive Session.

## 6. Closing Items

### a. Adjourn Meeting

- **Action:** At 6:18pm Ms. Garrett motioned to adjourn the March 15<sup>th</sup>, 2021 Board meeting. Ms. Lainer seconded the motion in which the Board voted unanimously and the meeting was adjourned.